

## **EXHIBIT "A"**

### **PROFESSIONAL ENGINEERING SERVICES**

PROFESSIONAL shall assist the CITY with services associated with this Project related to special surveys, tests, test borings, or other subsurface investigations necessary to complete the Project. Such surveys, tests, and investigations shall be made only upon authorization by and at the expense of the CITY.

PROFESSIONAL shall prepare an Initial Erosion Control Plan and Final Erosion Control Plan consistent with the latest NCTCOG Construction Controls Technical Manual to be utilized by contractor in the preparation of a Storm Water Pollution Prevention Plan (SWPPP) for this Project. The Erosion Control Plans shall be included in the bid set of plans and specifications.

PROFESSIONAL shall assist in the tabulation and review of all bids received for the construction of the improvements and shall make recommendations for award to the CITY.

PROFESSIONAL shall provide detailed design data, profiles, cross-sections where appropriate, opinions of probable cost, complete detailed half size (11" x 17") plans as required by the CITY, and specifications for each interim review deliverable milestone and final deliverable milestone. The deliverables to the CITY shall include:

Digital files formatted in Adobe Acrobat (.pdf) and up to three (3) hard copies of each interim and final review set of plans and specifications and one (1) copy of each interim and final review itemized opinion of cost.

Digital files formatted in Adobe Acrobat (.pdf) and one (1) hard copy of the bid plans and specifications.

Digital files formatted in Adobe Acrobat (.pdf) and four (4) hard copies of the conformed for construction plans and specifications.

Record Drawings formatted in Adobe Acrobat (.pdf) and in AutoCAD (.dwg) on the same bearing structure and coordinate system as the City of Mansfield Geodetic Control Network.

PROFESSIONAL shall review, interpret, and provide direction to the CITY during the construction phase. Such consultation and reviews shall be for general conformance with the design concept and general compliance with the plans and specifications under the Construction Contract. When necessary, PROFESSIONAL shall assist City in preparing Change Orders for construction of the project.

PROFESSIONAL shall determine the right-of-way and easement needs necessary for the construction of the project and furnish same to the CITY. The CITY and the CITY's surveying consultant shall provide the necessary land survey, Deed and Abstract Records search, right-of-way maps and descriptions of properties to be acquired.

CITY shall make available to PROFESSIONAL for use in performing services hereunder all existing plans, maps, field notes, statistics, computations, and other data in City's possession relative to existing facilities and to this Project.

CITY, through its surveying contractor, shall perform the necessary field surveys for the Project and deliver them to PROFESSIONAL in digital format. Any coordinate system changes, benchmark elevation adjustments or input of existing topographic information or surveys shall be coordinated with and approved by CITY. PROFESSIONAL shall not be held liable for the accuracy of survey data. However, any question regarding the data shall be brought to the attention of CITY.

CITY, through its surveying contractor, shall provide all surveys for design, right-of-way, easements, and construction control staking. Soils testing, and construction-phase services for this project are not to be provided by PROFESSIONAL beyond that identified in this Exhibit.

CITY shall be responsible for the acquisition right-of-way and easements in support of the project.

PROFESSIONAL project specific scope of work included in Attachment A.

### **PAYMENT FOR SERVICES**

Proposed Fee: One Hundred Seventy-One Thousand Two Hundred Fifty Dollars and 00/100 (\$171,250.00)

Progress payments shall be made monthly upon receipt of an invoice from PROFESSIONAL outlining the work tasks performed and an estimated percent completion of the work along with itemized charges for services performed during the period in accordance with the standard hourly rates.

The aggregate of monthly progress payments shall not exceed the following:

- A. Until satisfactory completion of 90% interim review plans and specifications hereunder, a sum not to exceed 90% of the total fee, less previous payments.
- B. Until satisfactory completion of 100% final review plans and specifications hereunder, a sum not to exceed 98% of the total fee, less previous payments.
- C. Balance of earnings to be due and payable upon completion and preparation of the "Record Drawings".

## Attachment A



November 13, 2024

Mr. Raymond Coffman  
Director of Engineering Services  
City of Mansfield  
1200 E. Broad Street  
Mansfield, TX 76063

Re: Proposal for Professional Services for the Design of a Regional Sanitary Sewer Lift Station to Serve the Rockwood Addition, Phases 3 and 4, and Other Properties in the Vicinity, Located in the City of Mansfield, Texas

Dear Mr. Coffman:

We at GMcivil appreciate the opportunity to provide you with this proposal for professional services for a regional lift station in conjunction with the development of Phases 3 and 4 of the Rockwood Addition. GMcivil will subcontract with Water Works Engineers (WWE) a lift station design professional for the design. GMcivil will be responsible for coordinating with the City and WWE as required. GMcivil / WWE will prepare quantity takeoffs for use by the City and/or project manager in publicly bidding the project. No services have been included for the public bidding process. Please note that this proposal has been prepared without benefit of a geotechnical report. It will be necessary for the City to provide a geotechnical report prior to final design.

Services have also been included for the design of an off-site force main and sewer line necessary for the Rockwood development to be served by the lift station. No services have been included for the design of off-site sewer lines to serve other properties.

Based on our understanding, the following represents the scope of services we believe necessary to successfully complete the requested program of work. All references herein to the City of Mansfield and Johnson County shall be denoted as the "City" and "County" respectively.

### SCOPE OF BASIC SERVICES

#### WaterWorks Design Phase Services

1. Project Management (Preliminary Design Services)
2. Data Collection and Review
3. Regional Lift Station Design

GMcivil will subcontract with WWE for the design of a regional sanitary sewer lift station to serve Phases 3 and 4 of the Rockwood Addition and other properties within the same region. The design will include the following plans for construction and permitting:

- Lift Station Plan and Profile Sheets

- Wet Well Design and Associated Structural Engineering Details
- Pump Calculations (i.e. Head Calculations)
- Pump Selection and Pump Specifications
- Valve Vault Design and Details
- Lift Station Force Main / Pump Bypass Details
- Lifting Crane / Wet Well Lid Details

GMcivil will coordinate with WWE for the submittal of the plans to the City and provide technical support to facilitate acceptance. See attached proposal for additional details relative to WWE's proposed scope of services.

### **WaterWorks Construction Phase Services**

4. Design Submittal Reviews and RFIs – WWE will perform submittal reviews and respond to RFIs. WWE will also attend occasional on-line construction meetings.
5. Two Site Visits – WWE will perform two site visits for the purpose of startup and commissioning of the lift station.
6. Other Direct Costs – WWE will perform other services not outlined herein if requested on a time and materials basis.

### **GMcivil Design Mgmt & Misc Construction Support Services**

7. GMcivil Design Management and Misc Construction Management Services – GMcivil will perform the following services relative to the regional lift station:
  - Design Coordination services relative to City review and processing
  - Preparation and review of quantity takeoffs for use by the City and/or the project manager for publicly bidding the project
  - If requested, preparation of bid tabs for award of bid to lowest responsible bidder
  - Construction Support Services - During the construction of the lift station and in coordination with WWE, GMcivil will perform general construction support services, to include the following:
    - i. Responses to requests for information (RFIs)
    - ii. Design changes due to field conditions
    - iii. Design changes due to Client request
    - iv. Assist the Client in identifying construction issues as they arise during the normal course of the project and provide solutions, as appropriate.
    - v. When requested by the Client, GMcivil will visit the site to observe the progress and quality of the work completed by the Contractor. Please note that such visits and observations are not intended to be an exhaustive check or detailed inspection of the Contractor's work, but rather to allow GMcivil, as an experienced professional, to become generally familiar with the work in progress and to determine, in general, if the work is proceeding in accordance with the contract documents.

## Off-Site Sewer Line Services

8. Design Survey – GMcivil will obtain locative and topographic survey information to along the off-site sewer line route, including fence lines, trees, and other visible improvements sufficient to design the proposed sewer line and force main.
9. Testudo Land LLC Easement Documentation – GMcivil will prepare legal descriptions and exhibits for the lift station site and off-site sewer easement on the Testudo Land LLC property. GMcivil will provide this information to the City, and, if required, coordinate execution and filing of the easement documents in the deed records of the County.
10. 4-Inch Sewer Force Main Design – GMcivil will prepare plans, profiles, and specifications for the extension of approximately 800 linear feet of 4-inch sewer force main from the limits of the Rockwood development to the site of the proposed lift station on the Testudo Land LLC property. GMcivil will submit the plans to the City and provide technical support to facilitate acceptance
11. 8-Inch Gravity Sewer Line Design – GMcivil will prepare plans, profiles, and specifications for the extension of approximately 800 linear feet of 8-inch gravity sewer line from the limits of the Rockwood development to the site of the proposed lift station on the Testudo Land LLC property. GMcivil will submit the plans to the City and provide technical support to facilitate acceptance.
12. Construction Staking Services – GMcivil will provide construction staking for all improvements for which we prepare construction plans. All staking will be performed one time only under this contract. The intent is that staking for each service will be continuous and not requested on a partial phased basis. Necessary re-staking will be considered a Special Service and will be billed on an hourly reimbursable basis according to our standard rates. This will include all driving time necessary and office computations.

### Note:

- Record Drawings - GMcivil will coordinate with WWE for the production one set of final record drawings in both paper and electronic format in accordance with the requirements of the City, if applicable. The record drawings will be prepared using information provided by the contractor.

### Items Not Included in Scope of Basic Services:

- SWPPP - GMcivil recommends the Client obtain a SWPPP from a qualified consultant. This should include periodic inspection of all Erosion Control facilities pursuant to current TCEQ regulations. GMcivil will provide an Erosion Control Plan and other requisite documents to and otherwise coordinate with the consultant of the Client's choice at no additional charge.
- Flood Study

- Geotechnical Engineering
- Environmental Engineering
- Landscape, hardscape, and irrigation plans
- Structural engineering, analyses, and/or inspections of items not identified above.
- Retaining Wall Design
- Services associated with publicly bidding the improvements
- Any other service not specifically identified above

### COMPENSATION

- Fees shall be considered lump sum and will be invoiced on a percentage of completion basis as determined by GMcivil, unless otherwise specified on **Exhibit A**.
- Services performed on a Time & Materials basis shall be invoiced based on hours worked by GMcivil in accordance with our standard hourly rates.
- Taxes – State sales taxes shall be charged on services, if applicable. Federal, state, and local taxes shall be the responsibility of the Client.
- Third Party Fees - All application fees, permit fees, plan review fees, filing fees, and other third-party fees shall be the responsibility of the Client. If requested by the Client and agreed to by GMcivil, such fees may be paid by GMcivil on behalf of the Client to expedite the project. An additional 5% will be added by GMcivil when presented for reimbursement.
- Other Costs - It is the intention of GMcivil that all reasonable costs for reproduction and mileage are included in our fee schedule.
- Additional Services - Any work not contained within the Scope of Basic Services will be considered "Special Services" and billed at our standard hourly rates. No professional services requiring compensation as Special Services will be performed without prior approval.

Please review the terms of this proposal, including the General Conditions of Agreement, carefully. If you agree, please sign and return a copy to this office for our records. Your signature will serve as our authorization to proceed. We sincerely appreciate the opportunity to provide you with these professional services. If you have any questions regarding this proposal, please feel free to call.

Sincerely,  
GMcivil



Warren C. Russell, P.E.  
Officer

APPROVED:

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Name / Title

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Date



**Exhibit A**  
**City of Mansfield**  
**Rockwood Regional Lift Station and Sewer Lines**  
**Schedule of Fees**

		<u>Value</u>	<u>Contract Method</u>	<u>Amount</u>
<b>Lift Station Services</b>				
<b>WaterWorks Design Phase Services</b>				
<b>1</b>	Project Management (Preliminary Design Svcs)	2,000	T&M	2,000
<b>2</b>	Data Collection and Review	5,000	T&M	5,000
<b>3</b>	Regional Lift Station Civil Design Package	84,000	T&M	84,000
<b>WaterWorks Construction Phase Services</b>				
<b>4</b>	Design Submittal Reviews and RFIs	20,000	T&M	20,000
<b>5</b>	Two Site Visits	5,000	T&M	5,000
<b>6</b>	Other Direct Costs	4,000	T&M	4,000
<b>GMcivil Design Phase and Construction Phase Services</b>				
<b>7</b>	GMcivil Design Mgmt & Misc Construction Support Services	25,000	T&M	25,000
<b>Off-Site Sewer Line Services</b>				
<b>8</b>	Design Survey	2,750	lump sum	2,750
<b>9</b>	Testudo Land LLC Easement Documentation (2)	1,250	lump sum	2,500
<b>10</b>	4-Inch Sewer Force Main Design (800 LF)	6,400	lump sum	6,400
<b>11</b>	8-Inch Gravity Sewer Line Design (800 LF)	9,600	lump sum	9,600
<b>Construction Staking Services for Lift Station, Force Main, and Sewer Line</b>				
<b>12</b>	Construction Staking Services	5,000	T&M	5,000
<b>Total</b>				<b>\$171,250.00</b>